

Memorandum

TO : Director of Training
THRU : Chief, Intelligence School
FROM : Chief, Intelligence Production Faculty
SUBJECT: Use of WAPSO Scale for Course Reports

DATE: 25 October 1963

1. Since the adoption of the WAPSO grading scale for JOT course reports this faculty has applied this scale to all its courses. Recently, we were informed by the Registrar's office that the WAPSO scale was to be used only for JOT courses, and the three-fold scale (excellent, satisfactory, unsatisfactory, as shown in OTR Regulation 25-4) must be used for all other courses.

2. IPF has wholeheartedly adopted the WAPSO scale for both its JOT and non-JOT courses for a number of reasons:

(a) It is better to use only one grading scale for our courses rather than two. Among other things, it makes our grades completely comparable. Thus, a JOT who gets a Strong in intelligence writing in the IT course is considered as having the same level of writing ability as a non-JOT who gets a Strong in our Writing Workshop (Intermediate).

(b) The five-step WAPSO scale permits a more precise placement statement of student performance than does a three-step scale. Where course grades are based on numbers or percentages, the five-step scale covers a narrower range (such as Strong ranging from 85 to 92%). Some of the major heartaches of instructors occur when a student is slightly below excellent and must be given satisfactory. With the WAPSO scale, if the student is slightly below outstanding he is given the grade of Strong which is a better reflection of performance than the term satisfactory.

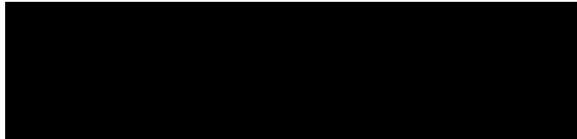
(c) The five-step WAPSO scale coincides with the scale which is used on Personnel Evaluation Forms. Supervisors of students can utilize the grades received in courses more easily in the Personnel Evaluation Forms than they can if a three-step scale is used. In addition, supervisors and students have a better understanding of this scale because it is used on the Personnel Evaluation Forms.

(d) Supervisors studying employee folders (and promotion panels and career boards) will have an easier job if OTR course grades are the same whether the individual took a JOT course or non-JOT course, and if they are both the same as the Personnel Evaluation Forms. There seems to be no good reason for the duality of grading terms; the disadvantages of two systems stand out when personnel folders are reviewed.

3. We therefore recommend that OTR Regulation No. 25-4 be changed to make the WAPSO scale the standard grading scale for all OTR courses.

4. If the recommendation in paragraph 3 is not approved, we request that the Intelligence Production Faculty be permitted to use the WAPSO scale for all its courses, in accordance with the policy stated in OTR Regulation 25-4, Section 2.b: "Exceptions to this policy will be Covert Training and any other instructions which the DTR may specifically exempt."

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